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12 November 1959

MEMORANDUM FOR: Comptroller

SUBJECT : Report of Visit to Certain Field Stations in the NE, EE, and WE Areas by Member of the Technical Accounting Staff, Office of the Comptroller

1. Pursuant to your authorization, the undersigned visited several field stations in the NE, EE, and WE Areas, for the purpose of reviewing and discussing general accounting activities.

2. During the course of these visits, particular emphasis was given to procedures employed by the stations concerning the establishment of obligations; and also at those stations where Type I property procedures were in effect, the newly prescribed property cost limitation (authorization) procedures were discussed.

3. The stations visited were as follows:

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4. In summary, at all the stations that I visited the fiscal activities appeared to be operating smoothly and providing appropriate support to operations. More specifically, the following observations are made:

a. No personnel problems, as such, were related to me; all finance personnel were curious concerning their next assignments, and some few indicated their desire for an extension of their tours.

b. The accumulation of obligation data is a problem at all stations; however, most of the Finance Officers believe that their estimates are fairly accurate, except in unusual circumstances.

c. Assistance was rendered by me on certain specific problems at some of the stations, and at all stations I endeavored to give the station personnel with whom I visited the benefit of headquarters' thinking on fiscal matters, the status of the Agency's Financial Management Improvement Program, the proposed use of the RCA 501 Electronic Data Processing System, etc.

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d. I consider this trip was extremely beneficial both to me, by providing me an opportunity to review field station operations as they are currently performed, as well as to the field station finance personnel, who expressed their appreciation of the opportunity to discuss their problems with me and obtain up-to-date information concerning overall Agency fiscal operations and plans. I would recommend that, as a regular routine, representatives of the Comptroller's Office make periodic visits to field stations.

e. Specific comments with respect to each station visited are attached herewith.

5. The Office of Communications and the area divisions are being furnished copies of this report with applicable attachments.



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Attachments: 7
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